



INDIANA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGIN-PEH-A)
2002 SOUTH HOLT ROAD
INDIANAPOLIS, IN 46241
TELEPHONE: (317) 247-3390 DSN: 369-2300 EXT 73390

On Board Only
ARMY NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
Informal

OPENING DATE: 07 January 2015 **CLOSING DATE:** 21 January 2015 **RANK/GRADE:** E7 (P) – E8
POSITION TITLE: SR OPS Officer (First Sergeant) **MOS/AOC/BRANCH:** 74D5M
DUTY LOCATION: 53rd CST, Indianapolis, IN 46241
SELECTING OFFICIAL: SGM Robert Winters, 317-247-3210
VICE: 1SG Jason Wootten

WHO MAY APPLY:

ENLISTED (E7 (P) – E8). For On Board Only Announcements, eligibility is limited to personnel currently in the Indiana Army National Guard who are serving Active Guard/Reserve (AGR) tours. Position is open to female Soldiers.

MILITARY COMPATIBILITY:

Upon selection, individual must be or become MOS/AOC qualified within twelve (12) months of appointment, with the exception of deployed Soldiers who will have an additional 12 months. Individual must also maintain satisfactory membership in the IN ARNG to include adherence to APFT and the height/weight standards.

DUTIES AND RESPONSIBILITIES:

Must be available 24/7 via phone; must be able to obtain a Secret security clearance at time of application; must pass a performance test while wearing a Personal Protective Equipment (PPE) fully encapsulated chemical suit for up to two hours; must be able to pass an OSHA physical. Once selected and assigned you must remain in the position for a minimum of 36 months, and live within 60 miles of Stout Field. In the first six (6) months the following schools must be completed: Civil Support Skills Course (344 hrs), ICS 100 (6 hrs), ICS 200 (6 hrs), ICS 700 (6 hrs) and ICS 800 (6 hrs). Prepare the WMD CST Team to operate in the Incident Command System (ICS) employed at the state/local level. Account for WMD CST personnel and equipment entering/exiting a WMD incident site. Serve as the Civil Support Team, Weapons of Mass Destruction NCOIC; Manage the enlisted force and resolve readiness issues; responsible for assisting the Commander in rapidly deploying a trained and effective unit to a suspected or known WMD incident or potentially catastrophic disaster area to assist local, state, tribal and federal civil authorities; Liaison with emergency responders and emergency management officials; Primary Unit Safety Officer at incidents and in garrison; Ensures the health, welfare, and training of all unit Soldiers/Airmen; Responsible for sustainment training of WMD/CST NBC Reconnaissance NCO's; Maintains formal certifications as a WMD Specialist, HAZMAT Technician with Rope-Rescue and Confined Space certification. Ensure Team Members are proficient in the operation of required detection equipment, procedures for downrange operations and extraction procedures and techniques in the event of an emergency. Be responsible for the safety and decontamination requirements. Liaison to civilian government agencies and/or senior military leaders to discuss WMD CST concept, mission, and/or plan WMD CST participation in a state/local WMD response. Be prepared to perform all operational tasks while wearing any directed level of Personnel Protective Equipment (PPE). Be knowledgeable of emergency response operations, hazardous materials incident response and the Incident Command System. Complete other tasks as assigned.

HOW TO APPLY:

All applicants must submit a complete application packet to be considered for an AGR position. Applicants must forward the forms listed below to arrive in the Human Resource Office no later than 1600 est. hours on the Closing Date indicated above. E-mail applications to: ng.in.inarng.mbx.j1hr-agr-army@mail.mil subject line must read (AGR application Informal last name). **Combine all documents into 1 or 2 attached files. Hard copy applications such as faxed applications, hand carried applications, and mailed applications will no longer be accepted.** If possible, please scan packet in as a .tif file and efax. If the application packet is too large to be sent in one email, break the packet into two separate attachments and send it in two separate emails. If sending multiple emails, subject line must end in 1 of 2, 2 of 2 (example- AGR application Informal Smith, 1 of 2). For questions, please email: ng.in.inarng.mbx.j1hr-agr-army@mail.mil. **HRO will not review the application for completion or accuracy before the closing date. The applicant is responsible to ensure the application is complete and all required documents are correct and included.** If the application is incomplete, HRO will notify the applicant, and the applicant will have 24 hours to furnish the missing documentation. After that period has lapsed and documentation has not been completed, a letter will be sent to the individual indicating the reason for disqualification.

REQUIRED DOCUMENTS:

Encl: **NGIN Form 112 INARNG Requirements for On Board AGR Applications**

Example forms are located in a Zip file within the Job Announcement

Military Biographical Sketch